

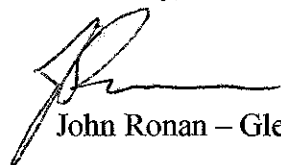
MAR 28 2008

Glenburn Orono Veazie
Regionalization Planning Committee

March 26, 2008

On behalf of the Glenburn RPC, Orono RPC, and Veazie RPC, please be advised that we have held four productive meetings regarding the development of a reorganization plan. Please find attached copies of our agendas and minutes from those meetings.

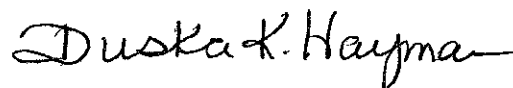
Sincerely,



John Ronan – Glenburn RPC



Jim Bird – Orono RPC



Duska Hayman – Veazie RPC

REC'D MAR 28 2008

Agenda
Joint Reorganization Planning Committee Meeting
Glenburn-Orono-Veazie

Glenburn School Cafeteria
Thursday, February 28, 2008 – 7:00 p.m.

Glenburn RPC Members:
John Ronan, Co-Chair
Cheryl Hoover, Co-Chair
Tracy Ronan
Lauren Romain
Blake Fryer
Richard Cookson

Veazie RPC Members
Duska Hayman, Co-Chair
Gavin Batchelder, Co-Chair
Amy VanKirk
Susan MacKay
Joe Friedman
Rod Hathaway

Orono RPC Members
Jim Bird, Chair
Leo Kenney, Vice- Chair!
Kathie Sewall
M. Terri Hutchinson
Tom Perry
Jim Bulteel
Lisa Buck

Advisors
Doug Smith
Kelly Clenchy

I. Welcome/Introductions

II. Consideration of Agenda

III. Governance of RPC

- A. Structure/rules
- B. Elections
- C. Ground Rules
- D. Use of Facilitator

IV. RPC Timeline

- A. Frequency/Length
- B. Days, Time, Location
- C. Plan completion Timeline
- D. Communication with Public
- E. Funding Sources for RPC Activities and Responsibilities

V. Sub-Committees

- A. Assignment
- B. Templates
- C. Participation of Guests and/or Public

VI. Break out into Sub-Committee Meetings

VII. Reconvene to Large Group

VIII. Request of Materials

IX. Public Input

X. Other

XI. Adjournment

**Glenburn-Orono-Veazie Regional Planning Committee
Glenburn School Cafeteria
Thursday, February 28, 2008**

- Attending from Glenburn: Cheryl Hoover, Tracy Ronan, Lauren Romain, Blake Fryer, Richard Cookson. Absent: John Ronan.
- Attending from Orono: Jim Bird, Leo Kenney, Terri Hutchinson, Tom Perry, Jim Bulteel, Lisa Buck. Absent: Kathie Sewall.
- Attending from Veazie: Duska Hayman, Gavin Batchelder, Amy VanKirk, Rod Hathaway. Absent: Susan MacKay, Joe Friedman
- Attending as Advisors: Doug Smith, Kelly Clenchy.
- Facilitator introduction and Glenburn-Orono-Veazie (GOV) committee member introductions.
- Agenda addition: Status of local RPCs.
- Selection of chairs – tri-chair arrangement with chairs of each RPC serving as one member of the tri-chair configuration. Glenburn and Veazie to decide who will chair and will co-chair. Report back at next GOV RPC meeting.
- Superintendent Smith passed out the Regionalization Plan for MSAD 48 and MSAD 38 which may prove useful as a guide to the committee.
- Superintendent Clenchy will check on the availability of a person to take minutes. There is money available from the state for this purpose. The GOV RPC is eligible for \$2,500 once the RPC is approved. Each School Administrative Unit (SAU) is eligible for \$2,500 for legal fees. Collectively we may have \$10,000 available from the state to defer costs associated with reorganization.
- Meetings will be held from 7:00 PM – 9:00 PM. Local RPCs may opt to meet from 6:00 PM – 7:00 PM prior to the joint meeting. Meetings will be held once/week until the end of March. Scheduled meetings are as follows: March 5th and March 12th at the Veazie Community School, March 19th at the Glenburn School, and March 26th at the Orono School.
- Cheryl Hoover agreed to reconfigure the current Glenburn RPC site to include meeting minutes, agendas, and announcements concerning the reorganization process. A link to this site will be established on the Union 87 website.
- Facilitator Mary Jane McCalmon provided her email address which is mjmccalmon@gmail.com.

- Bulleted minutes will be taken during sub-committee meetings.
- Members were asked to think about what method of voting as a whole committee would be used – each committee member = 1 vote, each RPC = 1 vote or some other mechanism. To be determined at the next GOV RPC meeting.
- Documents handed out by our facilitator: Regionalization Planning Committee Purpose, Organization of Sub-Committee Work, Sub-Committee Assignments keyed to Drummond/Woodson Book 2, Detailed charges for sub-committees.
- Three sub-committees will be established. They are as follows: Governance Committee/Education Committee, Assets & Liabilities Disposition Committee/Personnel Committee and Finance & Transition Committee/Cost Sharing Committee.
- Individual RPCS caucused to determine who would be on which sub-committee.
- Governance/Education Committee Members – Duska, Amy, Cheryl, Richard, Jim Bulteel, Lisa and Tom.
- Assets/Liab/Personnel Committee Members – Rod, Joe, Lauren, Terri, Jim Bird, Blake and John.
- Finance/Trans/Cost Sharing Committee Members – Gavin, Susan, Kathie, Leo, Tracy and Lauren.
- Sub-committees discussed various charges and reported back to the full committee.
- There was no public input.
- Meeting adjourned.

***These are corrected minutes approved unanimously by the
GOV RPC on March 12, 2008.***

Orono Veazie Glenburn
REgionalization Planning Committee
Meeting Agenda
2008

1. Welcome
2. Approval of minutes of Feb 28 meeting
3. Public Comment welcomed
4. Questions/comments from the committee
5. Consideration: how the RPC will make decisions
6. Subcommittee work time
 - o Governance/Education Committee
 - o Assets/Liabilities/Personnel Committee
 - o Finance/Transition/Cost Sharing Committee
7. Next Steps/close
 - o Next meeting: March 12 Veazie School

The Glenburn, Orono, Veazie RPC
Wednesday, March 12th, at 7pm
Veazie Community School

Attendance:

Glenburn- Cheryl Hoover, Tracy Ronan, Blake Fryer, John Ronan (absent- Richard Cookson, Lauren Romain)

Veazie –Duska Hayman, Gavin Batchelder, Amy VanKirk, Rod Hathaway, Susan McKay (absent- Joe Friedman)

Orono- Jim Bird, Leo Kenney, Jim Bulteel, Lisa Buck, Kathie Sewall (absent- Terri Hutchinson, Tom Perry)

Handouts:

- committee assignments
- “Summary of Revisions”
- “Municipal Representation with Weighted Voting”
- minutes of Feb 28, 2008
- “Administrative Letter 29” re: General Purpose Aid
- letters from Glenburn rpc to senator and house rep.

1. Welcome
2. (added) Agenda Adjustments
3. Approval of the minutes of February 28, 2008 meeting in Glenburn - approved!
4. Public Comments – Julia Hathaway thanked the members of the joint RPC for their work on behalf of the students.
5. Questions/ Comments from the committee
6. Consideration: how the RPC will make decisions
Jim Bird shared thoughts of Orono RPC on voting and decision making – Jim will provide a written copy of his notes
 - no abstentions
 - caucus used sparingly
 - chair can vote for absentees to maintain vote count (would written record be needed?); if chair is out, co-chair would exercise voting right
 - 2/3 majority to pass a vote with each town having a minimum of one vote in favor– can we just go with majority for regular business and leave 2/3 majority for any decisions going into final plan [Goal is to get consensus to feel comfortable moving decisions forward to town for final approval]
 - advance warning at prior meeting when a vote will be taken
 - sub-committees will report out at end of meetings, final vote will be taken at the following meeting to give members a chance to reflect and process
 - how do we deal with emergency situation which need action today? what constitutes an emergency situation? (**check with facilitator**) Should it be a unanimous decision to take an emergency vote? (**check with facilitator**)DUSKA WILL EMAIL A DRAFT OF THIS DISCUSSION TO G&O CHAIRS.
7. Subcommittee work time (began @ 7:30, worked for 1 hour and reported out at 8:30)
 - ① Governance/Education
 - report out: reviewed organizational documents; size and composition determined after

method of voting decided; method of voting – option A, weighted voting – minimum number for any joint committee would be 7 (giving Veazie just one vote) ultimately a larger number would be better (**question for moderator**: can we do a hybrid of options B and D?)

① Assets/Liabilities/Personnel

report out: employees – list of names, positions, contracts or not; need inventory of assets- (**question for moderator**: will assets automatically roll into new RSU? what are exceptions?) teachers, support staff, contracts with bus companies and other outside providers. **EVERYTHING WILL BE PART OF THE NEW RSU UNLESS IT IS SPECIFICALLY AN EXCEPTION BEFOREHAND.** RSU can refuse to accept assets.

① Finance/Transitions/Cost Sharing

report out: ED 281 – Glenburn financial template from 07 school year reviewed. Need to review often to get comfortable. Cost sharing methodologies in legislation. Will attack law by sections (4) starting with one.

LD1932 update: no definite outcomes to report/update

8. Next steps/close

- ① How are we communicating to public? - Ning site (glenburnrpc.ning.com) – will have a brief intro with a demo at next meeting. Other opportunities for engaging the public in respective towns? Mandated meetings to inform the public (2?) per RSU or per town? Thought is that meeting number is per full RSU.
- ① Deadlines Jan 2009 – should shoot for November to be ready. Get bulk done before summer break. Come next time with a plan for future meetings.
- ① March 28th – What needs to be submitted? If not ready, just send a letter saying “we're working on it”. Commissioner still has not given a formal nod to this group. Letter will be sent soon.
- ① Need an official name for RSU. Student contest? Contact PTO with idea!

9. (added) Public Comment

- ① Governance appears to have its work cut out for it to try to explain this process to the public.

10. Adjournment 8:55 p.m.

Next meeting 3/19/08 in Glenburn 7-9 p.m. with a facilities tour at 6:30

Orono Veazie Glenburn
Regionalization Planning Committee
Meeting Agenda
March 19, 2008

- 1 Welcome
 - 2 Approval of the minutes of March 12 meeting
 - 3 Public Comment welcomed
 - 4 Questions/comments from the committee
 - 5 Subcommittee work time
 - Governance/Education Committee
 - Assets/Liabilities/Personnel Committee
 - Finance/Transition/Cost Sharing Committee
 - 6 Next steps/close
- Next meeting: March 26
Location:

Orono Veazie Glenburn
Regionalization Planning Committee
Wednesday, March 19, 2008, 7pm
Glenburn School

Attendance:

Glenburn- Cheryl Hoover, Tracy Ronan, Blake Fryer, John Ronan, Richard Cookson, Lauren Romain
Veazie- Gavin Batchelder (absent-Duska Hayman, Amy VanKirk, Rod Hathaway, Susan McKay, Joe Friedman)

Orono- Jim Bird, Leo Kenney, Jim Bulteel, Lisa Buck, Kathie Sewall, Terri Hutchinson (absent- Tom Perry)
(absent- Doug Smith, Kelly Clenchy)

Handouts:

November 4, 2008 Referendum Timeline

1 Welcome

Mary Jane present to facilitate

2 Approval of Minutes of March 12

Mary Jane went thru minutes to answer questions from previous meeting.

Emergency situations needing vote right away. What would this be? Whatever goes into the plan must be approved thru community vote anyway. Noting when a future vote will take place is a good way. 2/3 vote to pass is good. John clarified that the group felt that requiring a unanimous decision of those present to take a vote is a good provision for any unforeseen circumstances.

-2/3 required, but must have at least one vote from each town in favor to go forward – can't move an issue forward if one town unanimously opposes.

-Chair can vote for absentees on voting issues previously announced. If the vote was not announced prior to meeting, the chair will not vote for absentees.

-Consensus (3 thumb positions, up and side = pro!) **or** 2/3 majority **or** one-town-one-vote
Caution: If a town's delegation cannot support a decision, how can the town at large be expected to approve the decision?

-Having a formal record of votes is a key factor, especially for items going into final plan.

-Final Decision: **2/3 with at least one member of each town needed to approve ALL votes!**

Hybrid of options B and D? Yes! D is the weighted option which is a hybrid. Still must follow the 2% rule with weighted votes. Mary Jane will work with the Governance committee to address specific issues.

Will assets automatically role into RSU? The only exceptions are those specifically designated as exceptions in the plan!

What do we need to submit by March 28? "Approved RPCs" must submit an update based on the checklist. School boards must vote on the checklists prior to submission. GOV has not been formally approved, so this step not seen as necessary.

LD 1932 update – seems that Governor is likely to veto with all new amendments, thus original legislation rules. Cost sharing should be considered. Senate vote was very close to 2/3 needed to pass. Mary Jane will update the group by email regarding anything she learns while in Augusta during the coming days.

MINUTES FROM 3/12/08 APPROVED with addition of clarifying point: 2/3 majority to pass a vote *with each town having a minimum of one vote in favor*

Request for copies of letter submitted to Commissioner last week provided to members of full RPC and posted to website

3 Public Comments

This meeting not televised. No comments.

4 Questions/Comments from the Committee

Would it be helpful to have one night to focus on each committee's work in a few weeks after more work has been done? How much time? Full meeting? Half meeting? Subcommittee can call for this opportunity when it reaches a point for full discussion. Or whole group can ask for more detailed report out of a subcomm if needed.

5 Subcommittee Work (Groups worked together in subcommittees. Report out began at 8:35)

Governance/Education

Weighted voting – presenting it in the community in a way that it can be understood. Ward voting – who can we contact for more info about how to break into wards. Rotating chair for fairness of representation for each town.

Min. of 12, max. of 15, Veazie with min. of 2, Orono will always have enough to potentially out-vote Glenburn and Veazie combined. Creating wards which cross town lines could possibly address this issue to make this “our” RSU. Rotating chair could also work towards fairness.

Assets/Liabilities/Personnel

Want feedback from large group on timeline. Good check for how we are proceeding as a group.

Town assets vs. School assets. RSU can say 'we need this' and can take it for educational purpose. Who arbitrates these decisions of town vs school? Orono has an outside group for this purpose. Suggest that Glenburn and Veazie consider similar option. Concern for adding “forgotten” assets after the RSU is formed. Should a provision be established?

Can Doug put data into a format required for the plan? Is this Doug's responsibility? How does this fit with Doug's responsibilities as Supt?

Goal: Personal property and Exceptions list by April 15

Negotiations will likely take about 6 weeks

Finance/Transition/Cost Sharing

How are we going to collect and compare data considering that we're on two different formats for accounting.

6 Next Steps/Close

Mary Jane has a timeline of key deadlines leading to the November 4 Referendum. Copies distributed. Consider time for lawyers to review!

Proceeding forward as if an approved RPC. Lauren would feel more comfortable submitting documentation as to work done to date. John shared a letter of March 7 and asked Mary Jane for her interpretation – chairs of RPC need to send a letter of current status. Should letter be from RPC chairs or SC chairs? **Chairs of School Committees should send a letter of current status** considering that major changes have occurred in Orono and Veazie since Dec 15. **Superintendents should draft this letter jointly for SC chair signatures.**

Future meeting should spend some time focusing on time demands on Superintendents.

Next Mtg: March 26 @ Orono HS cafe 7-9p.m.

Continue with Wednesday meetings through beginning of June (excluding April vacation) alternating locations.

**Orono Veazie Glenburn
Regionalization Planning Committee
Meeting Agenda
March 26, 2008**

- 1. Welcome**
- 2. Approval of the minutes of March 19 meeting**
- 3. Public Comment welcomed**
- 4. Questions/comments from the committee**
 - **Response from Commissioner on RPC request**
- 5. Subcommittee work time**
 - **Governance/Education Committee**
 - **Assets/Liabilities/Personnel Committee**
 - **Finance/Transition/Cost Sharing Committee**
- 6. Next steps/close**
 - Next meeting: April 3**
 - Location:**

Orono Veazie Glenburn
Regionalization Planning Committee
Wednesday, March 26, 2008, 7pm
Orono High School cafeteria

Attendance:

Glenburn- Cheryl Hoover, Tracy Ronan, Blake Fryer, John Ronan, Lauren Romain (absent- Richard Cookson)

Veazie – Gavin Batchelder, Duska Hayman, Rod Hathaway, Susan McKay (absent- Joe Friedman, Amy VanKirk)

Orono- Jim Bird, Leo Kenney, Jim Bulteel, Lisa Buck, Kathie Sewall (absent- Tom Perry, Terri Hutchinson)

Doug Smith, Kelly Clenchy, Mary Jane McCalmon

Handouts:

Reorganization Update printed from MeDOE website

BDN article 3/22/08 - Barry McLaughlin and Kristin Malin: Some concerns about school consolidation are valid

1. Welcome
2. Approval of the minutes of March 19 meeting
 - discussion over requiring a written proxy when chair votes for absent members – clarified process to allow for chair to cast votes for absent members without written documentation (proxy) – no change to 3/19/08 minutes as drafted
 - Letter of March 28th – DOE will be satisfied with letter from joint chairs of RPC. Supt Smith drafted letter stating that no further votes have been cast since voting to form the GOV RPC – will discuss more in section 4 below. No change to 3/19/08 minutes
 - Approved!
3. Public Comment welcomed
 - Governance Committee discussion can be confusing
4. Questions/comments from the committee
 - Response from Commissioner on RPC request – From whom should this letter come? One letter from GOV co-chairs together! Four productive meetings, agendas and minutes include. This group is proceeding as if approved even though no official word from DOE to date.
 - Reorganization Update shared
 - Orono's RPC now has 3 school committee members due to Leo being newly elected to the SC. Orono's delegation will vote among the 3 school committee members first and will cast only 2 votes representing the majority position of the 3 SC members on the RPC.
 - Laying out timeline for milestones and how to get there (submission dates, town votes, etc.) Subcommittees will talk about their needs and deadlines in breakout groups tonight and set up mini-schedules for their work.
 - How will an official name be chosen? When should this happen? Supposed to be in the

plan! Should await official “approval” before considering names. Mary Jane will enthusiastically seek more information at the state level.

5. Subcommittee work time (7:30 – 8:45)

➤ Governance/Education Committee

Wards v. Weighted voting. Will contact state for assistance with how that could work. Board size of 5 or 7 – community advisory groups for continued voice in decision making. Will contact Bath Superintendent for feedback from someone who has been through the process. Freeport model will be reviewed for suggestions for ways to start sharing.

➤ Assets/Liabilities/Personnel Committee

Orono's town manager reviewed map of property with group. Staff list and contract lists need to be done but not anticipated to be onerous. Legal fees, deeds for various properties, transfers, etc. \$2500 for each school plus \$2500 for group toward legal costs. Weekly meetings are good, but may need more.

➤ Finance/Transition/Cost Sharing Committee

May need to meet more often than one hour once per week. Looked at 4 major cost areas for proposed reductions with spreadsheet – current spending and EPS “allowed”. Transportation contracts all end at same time. Consider negotiating together. Briefly discussed formulating a time line. Will come with a list to next meeting.

???One situation which was made apparent today was that Orono (town) cuts its own checks for staffing, Veazie utilizes an outside agency for payroll. This needs to be addressed with Finance sub-comm. Would we consolidate this and possibly hire out this responsibility or others relevant to “District Office Cost Center”? How do we get this information to the proper committee? **Decisions are not made in this group. If other sub-committees run into financial considerations, forward to Finance group.**

6. Next steps/close

- Committee chairs signed letter to Commissioner. Agendas and minutes from 2/28, 3/12, 3/19, 3/26 will be attached.
- LD1932 update – language around “super-union” complicates things. Flexibility about sharing costs is still in the language, but explanations vary because of the complicated nature. Much of the language “undoes” the original legislation in favor of the union-concept. Votes were high enough to override a Governor's veto. Local referendum on the budget will not be undone to eliminate spring referendum. 2280 & 2281 – delay or undoing completely . . .
- Time line – Aug 25th plan needs to be in, this group would like to have it done in June. **Mary Jane will draft a time line for the work to be done prior to completion of plan. Subcommittee can plan meetings accordingly.**

Next meeting: April 2

Location: Veazie

April 9, Glenburn

April 16, Orono

April 23 (to be determined on the 16th)

April 30, Veazie